Permit #F00146323

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00146323 **Type of Permit:** FILMING **Release Date:** 12/14/2018

Production Company NEW YORK FILM ACADEMY LTD - STUDENTS

Insured Company Name NEW YORK FILM ACADEMY LTD - STUDENTS

Contact Phone No. 1 818-333-3558
Contact Phone No. 2 212-674-4300
Fax
Address 3300 W. RIVERSIDE DR
BURBANK, California 91505

Production Title THE WITCHING TREE

Type of Production Student

Producer Shelby Jones

Director Shelby Jones

1st AD Shelby Jones

Production Manager Shelby Jones

FilmL.A. Coordinator Ramona Jones

Location Manager Shelby Jones
Primary Phone Mobile - 503-501-7536
Secondary Phone

Location Assistant Shelby Jones
Primary Phone Mobile - 503-501-7536
Secondary Phone

Fees

FILMLA NON-REFUNDABLE STUDENT PERMIT FEE SIMPLE	$26.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$418.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$76.00

Total Permit Fee $520.00

Number of Locations 1

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Summary Information

Location

Permit Number	F00146323	**Location Manager**	Shelby Jones
Production Company	NEW YORK FILM ACADEMY LTD - ST...	Primary Phone	Mobile - 503-501-7536
Insured Company	NEW YORK FILM ACADEMY LTD - ST...	Secondary Phone	
Production Title	THE WITCHING TREE		

Location Address 4730 Crystal Springs Dr, Los Angeles, CA, 90027

Location Name GRIFFITH PARK

Location Type Park

Film Dates 12/17/2018 - 12/18/2018 06:00 - 17:00 2 days

Open or Closed to the Public Open

Generic Conditions
*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Must comply with attached conditions
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic
No Parking in handicap spaces at anytime.

Please see attached documents
NYFA--THE WITCHING TREE--STUDENT LETTER.pdf
63536- Mineral Wells (STUDENT) (1).pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	2

Personnel on Location

Type	Quantity
Cast	5
Crew	5
Spot Check	1

Filming Activities Camera in car; Equipment on sand; Equipment on sidewalk only.; Interior and exterior dialogue; PARK #63536;

Jurisdiction **Political:** Los Angeles City - Council District 04 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Location Notes

Approvals

LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Crystal Castellanos
LOS ANGELES CITY POLICE DEPARTMENT	Gabriel Aleman

Coordinator Note 2 Monitors required on 12/17 from 6am-5pm.

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
The shooting location is Griffith Park in Mineral Wells Picnic Area and Trail. The base camp will in the picnic area. There will be no filming and driving, it will be in a parked car.

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NEW YORK FILM ACADEMY

COLLEGE OF VISUAL AND PERFORMING ARTS

December 6, 2018

s.jones@student.nyfa.edu

To Whom It May Concern:

Please allow this letter to serve as verification that Shelby Jones is a student in good standing at the New York Film Academy MFA Filmmaking program. They will be shooting a student film on the dates December 17-18, 2018. This student project "The Witching Tree". If you have any further questions, do not hesitate to contact me at the number listed below.

Best Regards,

Luis Valencia

New York Film Academy
Production Services
818.330.6133
luis.valencia@nyfa.edu

NO PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Failure to comply with these conditions will be in violation of your film permit and may result in revocation of permit.

Welcome to the City of Los Angeles, Department of Recreation and Parks. In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

MINERAL WELLS

- **OK to FILM at Mineral Wells and trail on 12/17/2018.(please review plot plan)**
- **OK to have camera Bounce boards, tripod, prop rocks, c-stands, boom mic, and table.**
- **Ok to have crafty.**
- **Does NOT have exclusive use of the park.**
- **NOT allowed to alter the landscape – i.e. dig holes and stake into the ground.**
- **NO heavy equipment allowed on the grass.**
- **NO vehicles allowed on the grass at all times.**
- **Must maintain access to the dumpsters.**
- **NOT allowed to close off any access areas to and from the park.**
- **NO driving shots allowed in Griffith Park.**
- **Must not close off the parking lot, must allow cars to be able to drive thru at all times.**
- **OK to do two-minute pedestrian control while cameras are rolling.**
- **NO vehicles allowed of any kind on trails at any time.**
- **NOT allowed to park vehicles along the trails.**
- **NOT allowed to film any patron unless given permission with written consent.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- No simulated sex allowed on Park property.
- No nudity allowed on Park property.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.

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- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

NEW YORK FILM ACADEMY LTD - STUDENTS
THE WITCHING TREE
F-146323

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